

External - Job Order Detail
STATE OF MONTANA IS AN EQUAL OPPORTUNITY EMPLOYER

Department: DEPARTMENT OF LABOR & INDUSTRY

Division: Business Standards

Bureau: Weights and Measures

Date Posted: 04/09/2008

Job Category: Production

**Position
Number:** 66205008

Position Title: WEIGHTS AND MEASURES INSPECTOR

Location: BOZEMAN

Job Status: Full Time Permanent

Salary: \$30,156.00 to \$37,695.00

Salary Unit: Year

Additional Salary Info: Applicants' qualifications will be assessed based on minimum qualifications and in accordance with Pay Plan Rules. Successful applicant's pay will be set using the above salary range based on qualifications.

Shift: Daytime

Band: 5

Closing Date: 05/07/2008

**Supplement
Required:** No

Applications must be received by 5:00pm on the closing date.

Apply to your Local Montana Job Service Center

- OR -

State Agency:

DEPARTMENT OF LABOR & INDUSTRY

P.O. Box 1728

HELENA, MT 59624

Phone: (406) 444-3710

Fax: 444-3685

TTY: 444-0532

E-mail: dliapps@mt.gov

Special Information:

For further information about DLI agency and job application materials see:
<http://dli.mt.gov/jobopenings/>.

This position requires extensive overnight travel (3+ days per week) by light or heavy truck in all weather conditions, pulling trailers, and on a variety of road conditions. Must have

the ability for heavy lifting (50 lbs), bending, and twisting on a regular basis. Should either possess a Commercial Drivers License (CDL) or have past work experience enabling to acquire one. This position covers the Bozeman and surrounding area.

Upon date of hire, eligible for 100% state paid premiums for employee "core" medical, dental, and basic life insurance coverage (dependent coverage and supplemental options available at an additional cost). Earn 15 working days of vacation, 12 sick leave, and 10 paid holidays per year. Membership in a Retirement System with the state matching begins upon the first day of employment (vesting criteria applies).

Duties:

This position is responsible for enforcement of state and national standards regarding weighing and measuring devices, fuel quality, and net contents labeling of packaged commodities. Duties include testing and inspecting weighing devices; testing and inspecting liquid pumps and meters; inspecting, sampling, and analyzing all commodities sold by weight, volume, or dimension in the state of Montana; providing technical assistance, advice, and information to product manufacturers, retailers, and wholesalers, technical maintenance personnel, and owners/operators of scales and weighing devices; maintaining and repairing inspection equipment and vehicles; and performing a variety of administrative tasks to facilitate and document inspection activities.

Competencies:

The successful applicant should have a basic knowledge of the principles and practices of mathematics, physical science, and statistics. The incumbent should have the ability to acquire the following knowledge within a reasonable period of on the job of State of Montana laws and administrative rules concerning weights and measures; National Institute for Standards and Technology Handbook 44; Specifications and Tolerances for Weighing and Measuring Devices; Handbook 130, Uniform Laws and Regulations; other industry specific publications; installation and use requirements for a variety of devices; safety protocols; inspection and investigation methods and techniques; commodity marketing, packaging, advertising, and labeling practices and requirements; and chain of evidence procedures.

Skills in the operation of a variety of weighing and measuring devices, pickups, heavy trucks, semi tractor trailers, weight dollies, hoists, general hand tools, welding equipment, and octane measuring devices.

Must have the ability to assess the accuracy of weights and measures calibration; perform statistical and algebraic equations; investigate complaints; communicate effectively both orally and in writing; maintain effective working relationships; maintain a calm and professional demeanor in hostile situations; read, understand, and apply technical standards, administrative rules, laws, policies, and procedures; and independently plan and complete work efficiently and in a timely manner.

The Department of Labor and Industry strives to provide an effective customer focused work environment. Our goal is to provide excellent service to all our customers. The core values of this Department are customer focus, individual responsibility, individual growth, ethics in the workplace, and continuous improvement. These values represent the Department's expectations of staff and the ideal employee is one who embraces these values.

Education/Experience:

A combination of education or experience equivalent to a Bachelor degree in mathematics, physical science or a related field, and one year experience or training in

regulatory enforcement or a related field. Experience with weights, measures, and commodities standards would be beneficial and may be given additional consideration. The successful applicant(s) with college credits or college degree(s) shown on the application may be required to provide a copy of their college transcripts or diploma upon interview or prior to hire for pay setting purposes. The successful applicant must receive positive job references. Pay for employees new to the Department will be set at one step below the salary of employees with similar qualifications and shall have pay adjusted to the appropriate salary following successful completion of the trial period.

Application materials required initially for this position include the following:

Signed and completed State of Montana Employment Application (PD-25, Rev. 5/2003 or later). Portions of the application may be photocopied if legible (see application page 1 for instructions).

If Supplement Required, complete application supplement identified with your name and the position number (see attached Supplement Questions if provided).

Applications materials required are:

1. Signed and completed State of Montana Employment Applications (PD 25).
2. Applicants **claiming the Veterans' or Persons with Disability Employment Preferences** (PD-25A) must provide verification of eligibility with the application materials.
3. The successful applicant(s) with college credits or college degree(s) shown on the application may be required to provide a copy of their college transcripts or diploma upon interview or prior to hire for pay setting purposes.

*Application materials can be obtained from any Job Service office or downloaded from <http://dli.mt.gov> or <http://dli.mt.gov/jobopenings>. Applications must be received by 5:00 p.m. on closing date. Applications will be rejected for late, incomplete or unsigned application materials. Typed signatures will be considered.